

CHARFIELD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 10th April 2018 commencing at 7.30pm in the Sportsman's Lounge, Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr. M. Rosher (Chairman), Mr. M. Cheskin (Vice Chairman), Mrs. J. Law, Mrs. N. News, Mr. A. Parker, and Mr. A. Threlfall

Clerk: Mrs. Paula Evans

SGC Ward Member: Cllr. J. O'Neill

Public: No members of the public were present.

11247/18 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllrs. Roberts, Rawlings and Garside.

11248/18 Declarations of Interest in items on the Agenda

Cllr. Threlfall declared a non-pecuniary personal interest in agenda item 22, specifically the request for financial assistance from the newly formed Charfield 1st Brownies Group.

11249/18 To Approve Minutes of Previous Meeting

The minutes of the previous meeting held on Tuesday 13th March 2018 had been circulated. Following one typographical correction, Cllr. Law proposed, Cllr. Cheskin seconded and it was **RESOLVED** to approve the minutes which were duly signed by the Chairman. **All Agreed.**

11250/18 Public Participation

There was no public participation.

11251/18 To receive the Clerk's Report

The Clerk provided a verbal report:-

- The 2018 Big Spring Clean date of 12th May has been booked with SGC. The Clerk will advertise this on the Charfield Village Facebook Forum and web site.
- The main hall has been booked for the Annual Parish Meeting on 25th May 2018. Again this will be advertised on the Facebook Forum and web site.
- The Clerk had confirmed with SGC the requirement for a dual use bin for Churchend Lane.
- Cllr. Law would be attending the forthcoming Buckover Garden Village Workshop on 17th April.

11252/18 Report from Cllr. John O'Neill, South Gloucestershire Council Representative

Cllr. O'Neill requested that the following is added to the agenda for the next Day House Lease Liaison Group meeting on 24th April – the new traffic island installed on the Wotton Road is much wider than the previous one and seems very narrow when traffic passes through. Although this does appear to be slowing traffic speed down, it is causing problems for the immediate neighbours entering and exiting their properties. Regarding the footpath past 25 Wotton Road, the drawing had been incorrect and some of the resident's garden had been used. By way of compensation Bellway has agreed to resurface the driveway.

Regarding the meeting with representatives of CEG on 10th April – the Parish Council concurred with Cllr. O'Neill's feelings that the meeting had simply been a PR exercise and nothing useful, helpful or tangible had been learned. Furthermore, the Charfield Stakeholder meeting, again on the 10th April, had not engaged with the appropriate 'stakeholders', with only 13 Charfield residents attending the invitation only event. What had come out of the Stakeholder event was the fact it was imperative the Wotton Road is made fit for purpose to support the additional weight of development in the area. However to make the road fit for purpose would be financially prohibitive as major work needed to be done. Plans for development also include the provision of a school with 600+ places. On a positive note, the event had highlighted the crucial fact that infrastructure needed to be in place before development commenced – this would seem the sensible approach.

Action

Clerk

Clerk

11253/18 Planning Applications

PT18/1018/PNH | Erection of single storey rear extension which would extend beyond the rear wall of the original house by 4.1m for which the maximum height would be 3.6m and for which the height of the eaves would be 2.6m | 138 Manor Lane, Charfield, GL12 8TN | NO OBJECTIONS.

11254/18 Planning Decisions

PT17/4841/F | Change of use of land for the siting of 1 no. portacabin (Class B1a) for use as a temporary sales office until Spring 2018 and installation of electric generator (retrospective) | Land at Charfield Memorial Hall Car Park, Wotton Road, Charfield | APPROVE WITH CONDITIONS. The Parish Council noted the removal date of 16th July 2018 for the portacabin.

PT18/0330/F | Demolition of existing single storey rear extension and shed. Erection of single storey rear extension to form additional living accommodations | 4 May Grove, Charfield, GL12 8SX | APPROVE WITH CONDITIONS.

PT18/0769/CLP | The Tallet, Churchend Lane | In connection with this application, the Parish Council noted that although the application was made under a Certificate of Lawfulness, there were no permitted development rights attached to the property and a Full planning application would need to be submitted.

11255/18 Planning Enforcement

Nothing further to report.

11256/18 Planning Appeal

The Warners Court Appeal had been rescheduled for 25th June 2018, although a venue had yet to be advised. Following another road traffic accident on the Wotton Road outside the Appeal site, the Parish Council would reinforce their highway safety objections highlighting the fact that another accident had occurred.

11257/18 JSP, JTP & Proposed Development within Charfield

Following discussions regarding the Charfield Stakeholder event held on 10th April 2018, the Parish Council would write to the organisers (SGC and Design Action) expressing their dissatisfaction and concern that the majority of invitees at the event were organisations who would profit from development and were not directly involved with the area – of the 60+ people present, only 13 were actual Charfield residents. Therefore the Parish Council considered that any concepts arising from the event would be skewed and not representative of the village. The Clerk would prepare a letter and circulate to Cllrs. for their approval.

Clerk

The meeting was interrupted at 20.00 hrs due to the fire alarm activation. The meeting resumed at 20.02 hrs.

11258/18 Playing Fields Inspection Reports and Note Issues Arising

The weekly play inspections were continuing. Urgent attention/repair was required to the handrail on the bridge. This had completely rotted through at the bottom. Cllr. Roshier will take a look and the Clerk would investigate the possibility of replacing the bridge with a metal structure.

MR/
Clerk

The Parish Council thanked Cllrs. Roshier and Parker for effecting repairs to the boundary fence panels where they had been purposely cut. This deliberate vandalism had been mentioned in the forthcoming CHADRA article. Cllr. Parker would liaise with Cllr. Cheskin to obtain the key to the double gates in order for the sand to be delivered at a future date.

The Clerk confirmed that the S.106 EoI was being prepared and a meeting had been arranged for 11th April 2018 with representatives of the Hall Management Committee in order to finalise the submission.

Clerk

11259/18 Charfield Burial Ground Report

The Clerk provided a written report.

It was proposed by Cllr. Law, seconded by Cllr. Roshier and **RESOLVED** to approve the re-opening of plot CX1 for the interment of ashes of the late Mr. Hammond. **All Agreed.**

The Parish Council considered the request to plant a tree in the burial ground in memory of the late Mrs. M. Yost. The Clerk was asked to contact the family and suggest they plant a rose bush in the rose garden with no fee attached, or a small canopied tree which would attract a small fee.

Clerk

The Parish Council would consider at the January 2019 Annual Budget Meeting amending the Scale of Fees for the Burial Ground in line with a new scheme proposed by Central Government whereby Local Authorities waive the burial/interment fee for children under the age of 18.

Following an inspection on 3rd April 2018, the Parish Council noted that a large wooden cross had been erected at the top of the Burial Ground. It was understood that this was the Easter Witness Procession cross and had been placed there by the congregation of St. John's Church.

11260/18 Youth Group Report

Cllrs. Cheskin and Newns reported that the recent meeting with Youth & Community Services had been very positive. The Youth Groups are running well with good numbers attending. They would be helping out at the annual Summer Fair.

11261/18 Charfield Neighbourhood Plan

The next meeting of CNP Group would take place on Wednesday 18th April 2018. It was noted that the majority of issues raised following the Neighbourhood Plan Questionnaire had been picked up and used by SGC in the draft Local Plan. New members would be joining the 18th April meeting.

11262/18 Meeting Reports

- Memorial Hall Committee – nothing further to report.
- Crest Nicholson Liaison Group – There had still been no response from Crest Nicholson regarding the request for information re the slowworm corridor/boundary. The Clerk will chase Crest Nicholson once more, but if nothing is forthcoming then a Liaison Group meeting would be called.
- Day House Lease Liaison Group (Bellway) – the meeting planned for 3rd April had been postponed until 24th April. Cllr. O'Neill advised that an additional parishioner wished to attend the meeting. The Clerk reported that a complaint had been received from one of the neighbours regarding a low humming/buzzing noise emanating from the site that had continued overnight. After contacting the Bellway site manager, they had confirmed it was a generator that had been left running overnight to dry contractors' wet weather gear.
- Greenway Group – nothing further to report.
- CEG – Following the informal chat with representatives of CEG on 10th April 2018, the Parish Council considered there had been nothing new arising from the discussions.
- Frome Vale Environmental Link Group – Tortworth Church would soon start serving cream teas again on a Sunday. Mr. Fen Marshall would also start conducting tours around Tortworth Lake.
- Charfield Yarn Bombers – the knitting group would be targeting 7,777 poppies as this was the number of lives lost by Gloucestershire men during the First World War.

11263/18 Correspondence Received

SGC – Charfield Biodiversity Action Plan; Gloucestershire CAB Literature; A38 Gloucester Road, Rudgeway - Resurfacing Works; Public Inquiry - Revised Date; Request for Information - Local Flood Defences; Footpath OCH 22 Charfield Hall Farm, Charfield - Application for Diversion Order.

Other – GP90 Pilgrimage 2018; Glasdon Brochure; Broxap Brochure; Charfield Burial Ground - Request to Plant a Tree; Oldbury Parish Council – Assistance; You're invited to Buckover Garden Village Workshop No. 1 Tuesday 17th April 2018; Non-Parishioner - Temporary traffic lights; Update meeting with Charfield parish council; Charfield - Bellway Site - Humming Noise; Grounds Maintenance; Crest Nicholson Development - boundary treatment along 'slowworm corridor' to rear of Horsford Road properties.

11264/18 Footpaths

The Parish Council noted that our Footpath Warden would shortly be moving out of the Parish. Cllr. Rosher had collected the equipment from him. The Parish Council now need to find someone who would be interested in taking over this voluntary role. The Parish Council would obviously need to provide appropriate training in use of the equipment. The Parish Council would write to the Footpath Warden thanking him for his attention and service to the Parish over the years. The Clerk was asked to advertise the voluntary role on the Charfield Village Facebook Forum, web site and notice board.

Clerk

Clerk

11265/18 The Pound

The Parish Council noted that nothing had been received following their letter of the 27th February 2018 to the current Licensee. The Parish Council would now resend the information via Recorded Delivery.

11266/18 The Willow Tree, Manor Lane

The application for works to a TPO'd tree had been submitted to SGC. The Clerk had also contact four of the SGC recommended tree surgeons. The Clerk had hoped to be in a position to provide the Parish Council with quotes, however only one of the surgeons has contacted the Clerk who is not available until the 17th April. This was despite telephoning and contacting by email. The Clerk would continue to chase.

Clerk

11267/18 Defibrillator

Following discussions, Cllr. Rosher proposed, Cllr. News seconded and it was **RESOLVED** to purchase two defibrillators at a cost of £2,800 plus VAT. **All Agreed.** The cost would be split 50/50 between the Parish Council and funds raised by the family of the late Mr. Jack Jones. The defibrillators would be located to the front of the Memorial Hall and next to the Parish Council notice board on Manor Lane. Appropriate written permissions would be sought from both the Memorial Hall and Costcutters. The Clerk would sign the Memorandum of Understanding on behalf of the Parish Council. One of the requirements of the MoU is that a member of the community be appointed to carry out daily visual checks of the units to ensure that the 'rescue ready' indicator light is green. The Clerk was instructed to make all the necessary arrangements for the units to be installed.

Clerk

Clerk

11268/18 Request for Financial Assistance

Cllr. Rosher proposed, Cllr. Parker seconded and it was **RESOLVED** to grant £500 to South Gloucestershire Citizens Advice Bureau for financial year 2018/19. **All Agreed.**

Cllr. Rosher proposed, Cllr. Law seconded and it was **RESOLVED** to grant £1,029 to the newly formed Charfield Brownies Group for financial year 2018/19. **All Agreed.** This grant was subject to the provision of appropriate banking details.

Following the March meeting, the Parish Council formally minuted that they felt unable to financially contribute towards the travel costs of two Charfield representatives to attend the RBL GP90 Pilgrimage to Flanders. Grants/donations made under S.137 of the LGA 1972 state that they must be for the "direct benefit to its area, or part of its area, or all or some of its inhabitants". Unfortunately, the Parish Council did not feel that this activity wholly fulfilled the stated criteria.

11269/18 Financial Matters

The Clerk reported the following available balances with the bank statements being witnessed and signed by the Chairman and Clerk:-

Current Account	£ 3,275.00	(Bank Produced Statement dated 5 th April 2018)
Business Reserve (1)	£14,359.20	(Bank Produced Statement dated 5 th April 2018)
Business Reserve (2)	£73,756.70	(Bank Produced Statement dated 5 th April 2018)

The Clerk reported that Virgin Media had failed to action the instruction to cancel the telephone account sent to them in June 2017. They had therefore taken a payment of £24.00 on 3rd April. The Clerk would prepare a letter to the Bank cancelling the direct debit mandate and requesting reimbursement of the £24.00.

Clerk

11270/18 Accounts for Payment

The Clerk reported the following accounts to be paid.

Payee	Chq No.	Description	Gross	VAT	Net
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary - April	£863.16	£0.00	£863.16
HMRC	2822	Clerk's Tax & NI	£126.57	£0.00	£126.57
Memorial Hall	2823	Room Hire & Litter Pick	£94.00	£0.00	£94.00
Came & Company	2824	Annual Insurance Premium	£1,197.72	£0.00	£1,197.72
Royal Mail	2825	PO Box Renewal	£215.00	£43.00	£258.00
			£2,496.45	£43.00	£2,539.45

It was proposed by Cllr. Law and seconded by Cllr. Rosher and **RESOLVED** that the above accounts be paid. Cllrs. Law and Parker were instructed to sign the cheques. **All Agreed.**

11270/18 Minor Items Raised by Members or for Future Agenda

The Clerk was asked to chase the repositioning of the Memorial Boulder in the Hall Car Park.

Cllr. Rosher gave his advance apologies for the forthcoming meeting on 8th May 2018.

This concluded the business of the meeting which closed at approximately 9.50pm.

Next meeting of full council is to be held on Tuesday 8th May 2018 at 7:30pm in the Sportsman's Lounge. This will be the Annual Parish Council Meeting.

Chairman

8th May 2018